

1027 HOOPER AVENUE
P. O. BOX 547
TOMS RIVER, NJ 08754-0547
2:00 PM – 1st FLOOR, BLDG 7

- I. Call to Order and Flag Salute – Vice Chairperson
- II. Open Public Meetings Act – Vice Chairperson
- III. Roll Call – Vice Chairperson
- IV. Approval of the Minutes of the July 22, 2025 OCBSS Monthly Meeting – Vice Chairperson
Members Present: P. Hartney, S. Sternbach, R. Laureigh, V. Haines, J. Sahradnik
Members Absent: B. Miles, J. Byrnes, A. Kern, L. Murtagh, F. Sadeghi
Vote by Members Present at the 07/22/25 Board Meeting

MOTION / ROLL CALL

- V. INFORMATIONAL REPORTS
 - A. Employment Activity Report – (Provided at Board)

VI. CONSENT AGENDA

A. MOTIONS

All matters listed below are considered routine and shall be enacted by one motion. Should any member of the Board or the Public seek separate discussion of any item, that item shall be removed and discussed separately.

- 1. Affirmative Action Statistical Report – (Provided at Board)
- 2. Monthly Report – (Provided at Board)
- 3. Authorization to Solicit Quotes for Housing Inspections
Current Vendors: Rehabco /Lakewood Housing Authority for HOME and HOPWA
Current Cost: Rehabco - \$150.00 initial inspection / \$75.00 re-inspection
Lakewood Housing Authority - \$100.00 initial inspection / \$70.00 re-inspection
Period of Agreement: 01/01/26 – 12/31/26
Purpose: To perform required inspections of rental assisted housing for clients of the HOME and Housing Opportunities Program with Aids (HOPWA)
- 4. Authorization to Solicit Quotes for Backflow Preventer Devices
Period of Agreement: 01/01/26 – 12/31/26
Purpose: To inspect and certify three (3) backflow preventers in the Manahawkin complex
- 5. Authorization to Solicit Quotes for Pest Control
Location: 333 Haywood Road, Manahawkin, N.J.
Period of Agreement: 01/01/26 – 12/31/26
Purpose: To provide monthly pest control services
- 6. Authorization to Solicit Requests for Qualifications for Independent Auditing Services for the 2025 Audit and to Approve the Members of the Selection Review Committee and the Selection Review Criteria – (Mailed)
1.) Motion to Approve the Selection Review Committee
Appointees: Chaplain Miles, Mario Brown and Brian K. Wilkie, Esq.
- 7. Authorization for Line Item Transfer in the 2025 Budget

<u>From</u>	<u>To</u>	<u>Amount</u>
a. 62.104 Medical Insurance Premiums	64.108 Insurance Fire, Robbery, Theft	\$38,000.00
*DFD approval is not required		
b. 62.104 Medical Insurance Premiums	61.214 APS Attorneys Expense	\$100,000.00
*DFD approval is not required		

B. RESOLUTIONS

Authorization requested for Director and/or Chairperson and/or Vice Chairperson to enter into contract with following entities/vendors. Contracts, where applicable, subject to cancellation on 30 days notice and also subject to availability/appropriation annually of adequate funds to meet Board's obligations. Authorization also requested to open a bank account when necessary, accept funds, deposit funds into bank account, when appropriate, disburse funds, list for ratification.

1. Salary Resolutions – (Provided at Board)

a. Amended Salary Resolution

b. Amended 2025 Resolution Establishing Salary & Benefits for Excluded Administrative, Clerical, Fiscal & Maintenance Employees (ACFME)

2. Authorization to Enter into a Memorandum of Agreement with Ocean County Health Department Women, Infants, and Children (WIC)

Period of Agreement: 10/01/25 – 09/30/26

The purpose of this agreement is to refer families from all three locations of the Ocean County Board of Social Services who are receiving SNAP, TANF, and/or NJFamilyCare to the Ocean County WIC Program

Note: Request to release this Resolution prior to formal adoption

3. Authorization to Contract with the Following Vendor

Vendor: SHI International Corp.

Item: Mimecast

Period of Agreement: 10/13/25 – 10/12/26

Cost: \$46,366.72

Purpose: Renewal of Mimecast Software for enhanced email security, comprehensive archiving, and uninterrupted communication, ensuring robust protection against threats and regulatory compliance for our organization

Note: Request to release this Resolution prior to formal adoption

4. Grant: Statewide Respite Care Program

Grantor: New Jersey Department of Human Services, Division of Aging Services

Period of Agreement: 01/01/26 – 12/31/26

Amount Requested: \$597,000.00 (Based on 2025 allocation)

Purpose: To provide case management and purchase of respite services to caregivers of elderly and disabled persons at risk of institutionalization

Projected Level of Service: Seventy-five (75) persons

5. Authorization to Submit a Grant Application for the Retired Senior Volunteer Program

Grantor: AmeriCorps Seniors

Period of Agreement: 04/01/26 – 03/31/27 (First (1st) year of a three (3) year grant)

Amount Requested: \$66,563.00 (Based on 2025)

Projected Level of Service: Approximately 135 volunteers

Purpose: To provide volunteer opportunities for persons 55 and older

6. Authorization to Enter into One (1) Year Maintenance Agreements

a.) Vendor: COPYMASTER Company

Item: One (1) Agency Date/Time Stamp Machine

Period of Agreement: 09/29/25 – 09/28/26

Cost: \$149.00 total per year

b.) Vendor: COPYMASTER Company

Item: One (1) Agency Date/Time Stamp Machine

Period of Agreement: 09/29/25 – 09/28/26

Cost: \$149.00 total per year

c.) Vendor: COPYMASTER Company

Item: One (1) Agency Date/Time Stamp Machine

Period of Agreement: 10/24/25 – 10/23/26

Cost: \$149.00 total per year

7. Authorization to Execute Sixth (6th) Additional One (1) Month Extension of Lease Agreement for Continued Occupancy of the Toms River Office Complex
Vendor: The County of Ocean County
Period of Agreement: 09/01/2025 – 09/30/2025
Cost: Rent and all other charges shall continue as were in effect on January 1, 2025
Note: Request to release this Resolution prior to formal adoption
8. Ratification of Chairperson's Authorization to Enter into a Forty-Eight (48) Month Leasing Agreement
Vendor: Kyocera Document Solutions
Item: One (1) TA MZ7001i multi-function photocopier (replaces TASKAlfa 7004 multi-function photocopier authorized to be purchased at April 2025 Board), including 30,000 b/w copies per month
Period of Agreement: 08/13/25 – 08/12/29
Cost: \$335.16 monthly (\$16,087.68 in total over forty-eight (48) months)
Overages billed @ \$0.0046 per b/w copy
9. Ratification of Chairperson's Authorization to Enter into a Forty-Eight (48) Month Leasing Agreement
Vendor: Kyocera Document Solutions
Item: One (1) TA MZ5001i multi-function photocopier (replaces TASKAlfa 5004i multi-function Photocopier authorized to be purchased at April 2025 Board), including 20,000 b/w copies per month
Period of Agreement: 08/13/25 – 08/12/29
Cost: \$241.41 monthly (\$11,587.68 in total over forty-eight (48) months)
Overages billed @ \$0.0046 per b/w copy
10. Ratification of Chairperson's Authorization to Enter into a Forty-Eight (48) Month Leasing Agreement
Vendor: Kyocera Document Solutions
Item: One (1) TA MZ5001i multi-function photocopier (replaces TASKAlfa 5004i multi-function photocopier authorized to be purchased at April 2025 Board), including 20,000 b/w copies per month
Period of Agreement: 08/20/25 – 08/19/29
Cost: \$241.41 monthly (\$11,587.68 in total over forty-eight (48) months)
Overages billed @ \$0.0046 per b/w copy
11. Ratification of Chairperson's Authorization to Enter into a Forty-Eight (48) Month Leasing Agreement
Vendor: Kyocera Document Solutions
Item: One (1) TA MZ5001i multi-function photocopier (replaces TASKAlfa 5004i multi-function photocopier authorized to be purchased at April 2025 Board), including 20,000 b/w copies per month
Period of Agreement: 08/20/25 – 08/19/29
Cost: \$241.41 monthly (\$11,587.68 in total over forty-eight (48) months)
Overages billed @ \$0.0046 per b/w copy
12. Ratification of Chairperson's Authorization to Enter into a Forty-Eight (48) Month Leasing Agreement
Vendor: Kyocera Document Solutions
Item: One (1) TA MZ5001i multi-function photocopier (replaces TASKAlfa 5004i multi-function photocopier authorized to be purchased at April 2025 Board), including 20,000 b/w copies per month
Period of Agreement: 08/20/2025 – 08/19/2029
Cost: \$241.41 monthly (\$11,587.68 in total over forty-eight (48) months)
Overages billed @ \$0.0046 per b/w copy
13. Ratification of Chairperson's Authorization to Enter into a Forty-Eight (48) Month Leasing Agreement
Vendor: Kyocera Document Solutions
Item: One (1) TA MZ7001i multi-function photocopier (replaces TASKAlfa 7004 multi-Function Photocopier authorized to be purchased at April 2025 Board), including 30,000 b/w copies per month
Agreement Period: 09/03/2025 – 09/02/2029
Cost: \$335.16 monthly (\$16,087.68 in total over forty-eight (48) months)
Overages billed @ \$0.0046 per B/W copy
14. Ratification of Chairperson's Authorization to Enter into a Forty-Eight (48) Month Leasing Agreement
Vendor: Kyocera Document Solutions
Item: One (1) TA MZ7001ci multi-function photocopier (replaces TASKAlfa 7054ci multi-function photocopier authorized to be purchased at April 2025 Board), including 10,000 b/w & 10,000 color copies per month
Period of Agreement: 09/03/25 – 09/02/29
Cost: \$772.55 monthly (\$37,082.40 in total over forty-eight (48) months)
Overages billed @ \$0.0046 per b/w copy & \$0.0435 per Color copy

15. Ratification of Chairperson's Authorization to Enter into a Forty-Eight (48) Month Leasing Agreement
Vendor: Kyocera Document Solutions
Item: One (1) TA MZ5001i multi-function photocopier (replaces TASKAlfa 5004i multi-function photocopier authorized to be purchased at April 2025 Board), including 20,000 b/w copies per month
Period of Agreement: 09/10/25 – 09/09/29
Cost: \$241.41 monthly (\$11,587.68 in total over forty-eight (48) months)
Overages billed @ \$0.0046 per b/w copy
 16. Ratification of Chairperson's Authorization to Enter into a Forty-Eight (48) Month Leasing Agreement
Vendor: Kyocera Document Solutions
Item: One (1) TA MZ5001i multi-function photocopier (replaces TASKAlfa 5004i multi-function photocopier authorized to be purchased at April 2025 Board), including 20,000 b/w copies per month
Period of Agreement: 09/10/25 – 09/09/29
Cost: \$241.41 monthly (\$11,587.68 in total over forty-eight (48) Months)
Overages billed @ \$0.0046 per b/w copy
 17. Authorization to Enter into a Forty-Eight (48) Month Leasing Agreement
Vendor: Kyocera Document Solutions
Item: One (1) ECOSYS MA6000ifx print-copy-networking-user codes, including 10,000 b/w copies per month
Period of Agreement: To be determined – Contingent on Kyocera's receipt of the signed contract
Ocean County Resource Center
Cost: \$176.39 monthly (\$8,466.72 in total over forty-eight (48) months)
Overages billed @ \$0.0091 per b/w copy
Note: Request to release this Resolution prior to formal adoption
 18. Authorization to Dispose of Agency Equipment
Authorization is requested to dispose of agency inventory items that are damaged, obsolete, irreparable, and no longer needed for agency use: Brother IntelliFax Machines 4100e and black ergonomic chair
Note: Request to release this Resolution prior to formal adoption
- C. MONTHLY BILLS
1. Abstention List;
 2. Bill Lists Mailed to Board Members;
 3. Bill Lists for ratification/distributed at meeting
- END OF CONSENT AGENDA – MOTION AND ROLL CALL
- VII. FOR YOUR INFORMATION
September OCBSS Outreach Mobile Unit Calendar
 - VIII. Comments from the Board
 - IX. Comments from the Public - Public comments are permitted at this time and limited to five (5) minutes per speaker
 - X. Resolution to Hold Executive Session
 - XI. Final Executive Matters for Action in Open Session
 - XII. Adjournment